



SIDEWALK CAFÉ APPLICATION

SUPPLEMENT H

Ordinance No. 19,029 M.C.S. established rules and procedures for granting of franchises to operate sidewalk cafes on City rights of way. Prior to adoption of this ordinance, sidewalk cafes were prohibited under Section 10-403 and 14-494 of the Code of the City of New Orleans.

One (1) original and two (2) copies of this application with original signatures must be delivered to the Department of Public Works.

Applicant Relation to owner: Self Agent Lessee

Applicant (Contact) Name Applicant (contact) Phone

Owner Name: Owner Phone

Sidewalk Café Address

Sidewalk Café Hours of Operations Square Footage of Café

Yes No Are other businesses on the block operating sidewalk cafes? If yes, list the names and addresses.

Yes No Will the applicant be making alterations or improvements to the sidewalk? If yes, a separate permit must be obtained. Please describe any such repairs below.

Yes No Do you currently operate any other sidewalk cafes in the City of New Orleans? If yes, then list all of the additional cafes and note whether or not they are franchised.

REQUIRED ATTACHMENTS

- Exhibit A Drawing(s) showing the sidewalk café per the Planning Advisory minimum graphic requirements listed on page 2 (Sample of drawing shown on page 4)
- Exhibit B Proof of insurance valued at a minimum of \$1,500,000 naming the City of New Orleans as an insured for the sidewalk café. For insurance purposes the City of New Orleans address is 1300 Perdido St., New Orleans, LA 70112.
- Exhibit C Copy of the applicant's current occupational license as well as current copies of any Mayorality Permits and Alcoholic Beverage Outlet Licenses, if applicable.
- Exhibit D Pictures, catalog sheets, or drawings of all elements (chairs, tables, umbrellas, awnings, planters, etc.) of the sidewalk café. (Note: These elements must be substantial and harmonious.)
- Exhibit E Letter from property owner, if different from applicant, in support of the sidewalk café.

REQUIRED FEES

Non-Refundable Application Fees

For Canal Street between N. and S. Claiborne Avenue and the Mississippi River: \$850.00

All other areas: \$250.00

Franchise Fees

\$2 per square foot of sidewalk café due annually.



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MINIMUM GRAPHIC REQUIREMENTS FOR SIDEWALK CAFÉ (FOR ATTACHMENT A)

Any item which is on the following list and which is visible must be shown on the drawing. Dimensions (size and location) if any, must be included: every encroachment should be shown. The applicant must check off each item in the list below as either not being applicable (i.e. It is not visible at the site) or as being shown on the drawing. All items listed here will be confirmed by a city inspector.

Drawings should be submitted in 1:8 scale.

Visible Items to be Included on Drawing

VISIBLE ITEM	Not Applicable	Shown
Street lights and utility poles		
Parking meters		
Tree drip lines* and approximate width (measured 6' above grade), tree grates		
Hydrants and fire department connections		
Fire escapes: normal and in-use positions		
Water fountains		
Hose bibbs		
Kiosks		
Traffic signs, bus zones, taxi stands, bus shelters, etc.		
Bollard for sidewalk and windows, including Mardi Gras provision		
Doors, windows, handicapped ramps, etc.		
Handholes, manholes, clean outs		
Transformer vault gratings, sidewalk elevator, etc.		
Counter-service windows		
Pedestrian paths (unobstructed width of sidewalk)		
Sidewalk intersections		
Coin telephones		
Newspaper racks or stands		
Property ingress or egress, including curb cuts		
Queuing lines and spaces		
Catch Basins		
Sidewalk merchants		

*drip line is equivalent to the tree's canopy

SIDEWALK CAFÉ CHECKLIST (areas other than Canal Street)

• Is the location of the proposed sidewalk cafe adjacent to the a validly licensed standard or cafeteria restaurant?	Yes	No	N/A
• Will a minimum of 4 ft wide unobstructed pedestrian path provided at all times?	Yes	No	N/A
• Will a minimum of 5 ft of unobstructed clearance be provided between fire escapes/exits and all elements of the sidewalk cafe?	Yes	No	N/A
• Will a minimum of 5 ft of unobstructed clearance be provided between seating and any building edge located on a corner?	Yes	No	N/A
• Will a minimum of 10 ft of unobstructed clearance be provided between Fire Department sprinklers/standpipes and any element of the sidewalk café?	Yes	No	N/A
• Will a 15 ft minimum be provided between fire hydrants and any element of the sidewalk café?	Yes	No	N/A
• Will a minimum of 20 ft of unobstructed clearance be provided between all public transit poles or CPNC Stand (e.g. Taxi Stands, bus stops, limo zones, etc.) and any element of the sidewalk café?	Yes	No	N/A
• Will a single row of seating (tables) be located adjacent to the wall of the building? (Multiple rows are not permitted)	Yes	No	N/A
• Are all awnings, umbrellas, and other elements made of fire retardant material?	Yes	No	N/A

This list applies to sidewalk cafes on streets OTHER THAN CANAL STREET, or portions of Canal Street outside the DDD area/ (DDD is area bounded by Claiborne Avenue, Pontchartrain Expressway, and Iberville St.)



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SIDEWALK CAFÉ CHECKLIST (for **Canal Street only**, from Claiborne Avenue to the Mississippi River)

• Is the location of the proposed sidewalk cafe adjacent to the a validly licensed standard or cafeteria restaurant?	Yes	No	N/A
• Are sidewalks at the proposed location a minimum of 10 ft wide?	Yes	No	N/A
• Will a minimum of 6 ft wide unobstructed pedestrian path provided at all times? (Note: The Director is authorized to require a wider pedestrian path, as circumstances dictate.)	Yes	No	N/A
• Will a minimum of 5 ft of unobstructed clearance be provided between fire escapes/exits and all elements of the sidewalk cafe?	Yes	No	N/A
• Will a minimum of 5 ft of unobstructed clearance be provided between seating and property lines on the sides of the location? (This does not include the property line bordering on the sidewalk.)	Yes	No	N/A
• Will any element of the sidewalk cafe extend more than 8 ft from the edge of a property line adjacent to the sidewalk?	Yes	No	N/A
• Will a minimum of 10 ft of unobstructed clearance be provided between Fire Department sprinklers/standpipes and any element of the sidewalk café?	Yes	No	N/A
• Will a 15 ft minimum be provided between fire hydrants and any element of the sidewalk café?	Yes	No	N/A
• Will a minimum of 20 ft of unobstructed clearance be provided between all public transit poles or CPNC Stand (e.g. Taxi Stands, bus stops, limo zones, etc.) and any element of the sidewalk café?	Yes	No	N/A
• Are all awnings, umbrellas, and other elements made of fire retardant material?	Yes	No	N/A

ACKNOWLEDGEMENTS

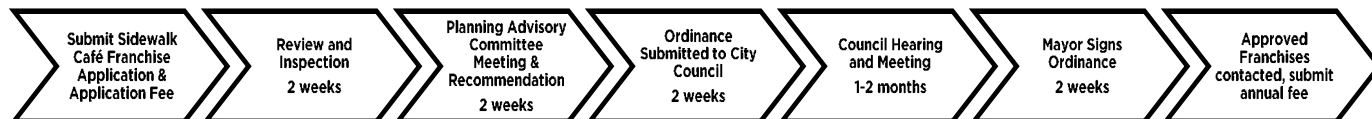
I certify that the above information is true and correct to the best of my knowledge. I understand that the City of New Orleans is authorized to suspend or revoke a permit or license issued under the provisions of its Municipal Code wherever a permit or license is issued in error or on the basis of incorrect, inaccurate or any false statement or misrepresentation, or in violation of any ordinance or regulation or any of the provisions of the City of New Orleans Municipal Code, the Comprehensive Zoning Ordinance, the International Construction Code or International Fire Code as adopted by the City of New Orleans. Fines and penalties for misrepresentation of material facts will be assessed in accordance with City of New Orleans ordinances and State of Louisiana Revised Statutes.

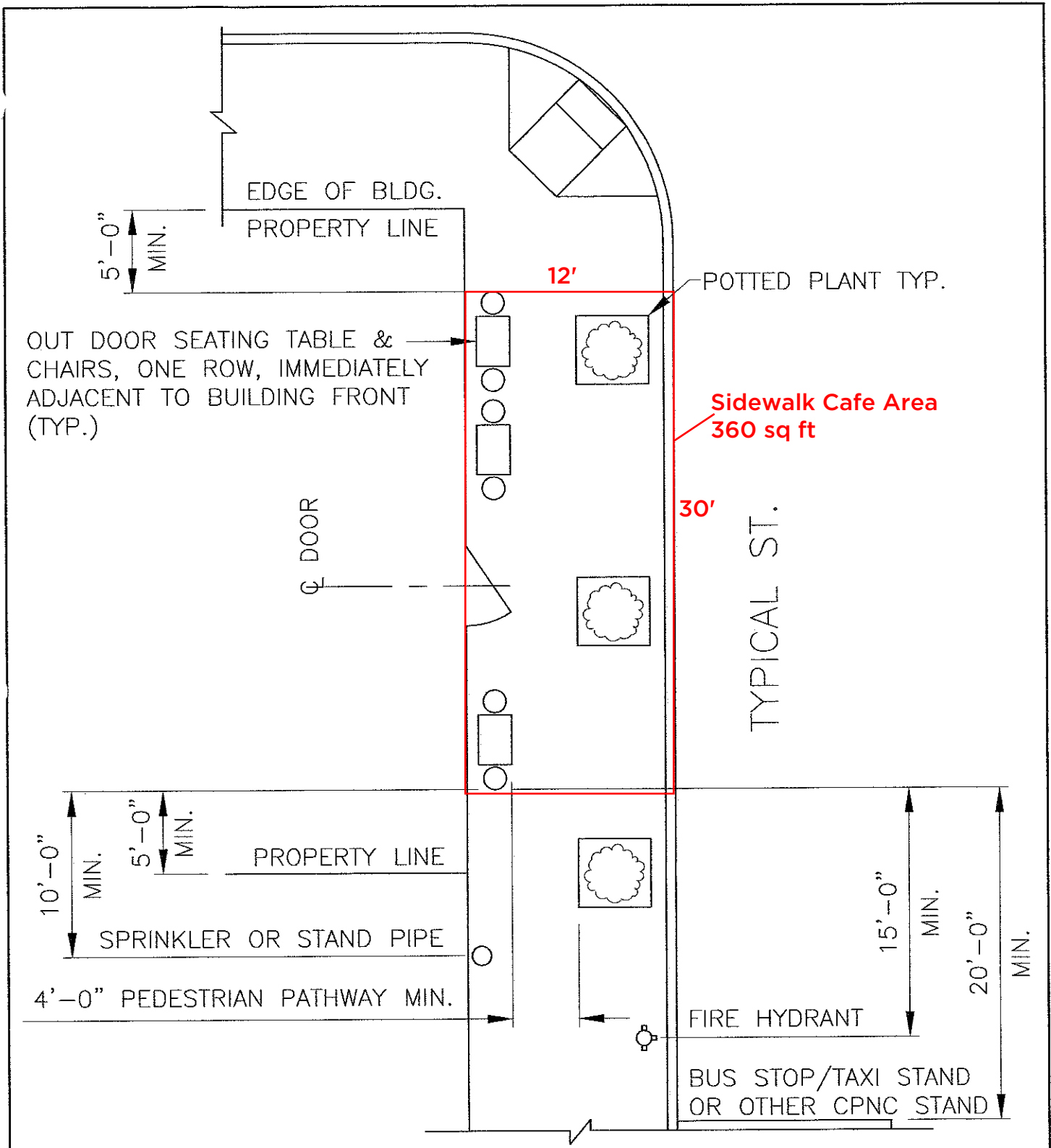
I acknowledge that I have read and the relevant Municode Municipal Code (Chapter 146, Article VI. Division 4 - Sidewalk Cafes and Chapter 146, Article VI. Division 4.1 - Sidewalk Cafes, Except Canal between North and South Claiborne Avenue and the River available at http://www.municode.com/Library/LA/New_Orleans) for the creation for sidewalk cafes and agree to abide by all requirements.

Applicant Signature

Date

PROCESS SUMMARY



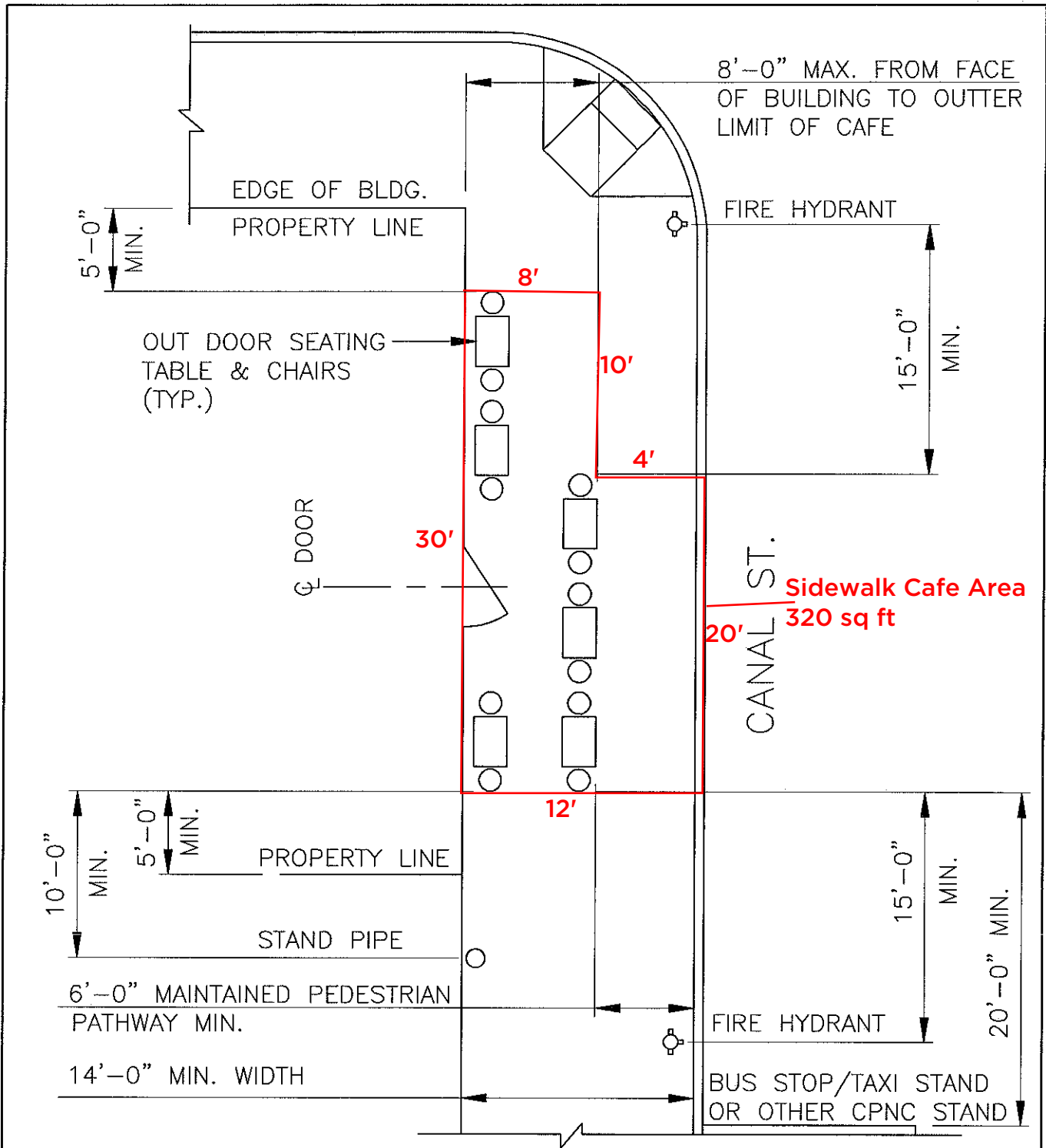


CITY OF NEW ORLEANS, LOUISIANA
DEPARTMENT OF PUBLIC WORKS

PLAN OF ALLOWABLE
SIDEWALK ARRANGEMENTS OTHER THAN CANAL ST.

DRAWN BY: R.M.F.	CHECKED BY: —	APPROVED BY: —	DATE: 03/18/2010	SCALE: —
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CITY OF NEW ORLEANS, LOUISIANA
DEPARTMENT OF PUBLIC WORKS

PLAN OF ALLOWABLE
SIDEWALK ARRANGEMENTS @ CANAL

DRAWN BY: R.M.F.	CHECKED BY: —	APPROVED BY: —	DATE: 03/18/2010
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